

Document	Equality, Diversity and Inclusion Policy & Action Plan
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## EQUALITY, DIVERSITY AND INCLUSION POLICY & ACTION PLAN

### 1. INTRODUCTION

- 1.1 Kings Chambers (“Chambers”) is made up of brilliant people. Everyone unique, whether in terms of background, personal characteristics, experience, skills or motivations. Chambers values all personnel for the differences they bring to the table. These differences - this diversity - is powerful.
- 1.2 Fostering an inclusive culture helps everyone to benefit from a wider range of these different perspectives, experiences and skills. Chambers believe that this creates a happier, more productive working environment for all.
- 1.3 Kings Chambers is an equal opportunities employer. Chambers is committed to ensuring within the framework of the law that its workplace is free from unlawful or unfair discrimination on the grounds any of the protected characteristics.
- 1.4 Chambers is committed to providing a safe environment that is free from harassment and bullying for everyone associated with Chambers or that may come in to contact with any of its personnel.
- 1.5 Chambers is committed to ensuring that equality and diversity is imbedded and promoted across all of our operations including recruitment, fair allocation of work, opportunities for development and career progression, practice development, and the marketing of barristers and pupils.

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- 1.6 Chambers commits to treating everyone equally and will not discriminate on the grounds of an individual's protected characteristic (as defined under the Equality Act 2010) including age, disability, gender (including gender re-assignment), marriage and civil partnership status, pregnancy and maternity, race, religion or similar belief and sexual orientation. Chambers also seeks to be mindful of the adverse effect of policies, criterion or practices which may indirectly lead to less favourable treatment of those with protected characteristics.
- 1.7 Kings Chambers is an anti-racist organisation, we strongly believe in equality of opportunity in the provision of legal services and access to the profession and in all aspects of our business. We strongly believe that racism is abhorrent and has no place in our society. We do not condone, ignore, or accept racism in any form or against any ethnic group and we support and promote the eradication of racism as with all aspects of intolerance and prejudice within the legal profession in all of our endeavours.
- 1.8 We stand in solidarity with Black, Asian, Jewish, Muslim and other ethnically diverse and minority groups as well as any other minorities who experience racism and discrimination. We are also passionately committed as a Chambers to taking positive steps both to improve access to the Bar and to demonstrably improve racial and ethnic diversity within our own Chambers.
- 1.9 To support this inclusive culture, this policy:
- outlines Chambers commitment throughout the employment lifecycle to equality, diversity and inclusion and sets out how this commitment is put into practice;
  - explains the behaviours Chambers expect of our people in support of this commitment; and
  - sets out the key steps Chambers take to make our culture as inclusive as possible, including the diversity and inclusion framework and how Chambers ensure equality of opportunity throughout the employment lifecycle.

**This policy does not form part of the terms and conditions of employment and Chambers reserves the right to amend or withdraw it at any time.**

## **2. SCOPE**

- 2.1 This policy applies to anyone working for Chambers. This includes employees, members, workers, contractors, volunteers, interns and apprentices. The policy also relates to job applicants and is relevant to all stages of the employment relationship.
- 2.2 Chambers operates with an Anti-Harassment, Bullying & Inappropriate Behaviour Policy which should be referred to alongside this Policy.
- 2.3 Chambers Equality & diversity data policy should also be read in conjunction with this policy.

## **3. STATUTORY & REGULATORY FRAMEWORK**

- 3.1 This Policy forms part of Chambers' ongoing obligations to comply with legislative and regulatory requirements in relation to equality and diversity insofar as they apply to the operation of Chambers. This includes but is not limited to:
- Equality Act 2010;
  - Rule rC110 of the BSB Handbook; and
  - The Code of Conduct of the Bar of England and Wales

## **4. OBLIGATIONS**

- 4.1 Chambers believes that a culture of equality, diversity and inclusion not only benefits those working within Chambers but supports wellbeing and enables people to work better because they can be themselves and feel that they belong.
- 4.2 Chambers is committed to ensuring that suitable practices are adopted throughout the business to comply with our statutory and regulatory obligations and to promote equality and diversity.
- 4.3 Chambers are committed to promoting a working environment based on dignity, trust and respect, and one that is free from discrimination, harassment, bullying or victimisation.
- 4.4 Chambers aims to ensure that the recruitment, promotion and retention procedures do not treat people less favourably because of their:
- disability;
  - gender, gender identity or gender reassignment status;
  - marital status;
  - race, racial group, ethnic or national origin, or nationality;
  - religion or belief;
  - sexual orientation;
  - age;
  - civil partnership status;
  - pregnancy or maternity;
  - paternity;
  - part-time status; or
  - fixed-term status.
- 4.5 Where a member of Chambers personnel or intern is disabled, Chambers will make all reasonable adjustments to improve means of access, and every practical effort will be made to provide for the specific needs and/or requirements of that individual.
- 4.6 Equal opportunities, free from direct and indirect discrimination or harassment, will continue to be priority in relation to recruitment practices, the treatment of members, pupils, staff, and clients. Chambers are further committed to leading the way in terms of outreach, mentoring, work experience and recruitment, and will make anti-racism and diversity issues a central consideration in all steps taken as a Chambers.
- 4.7 Chambers recognises that there is much work to be done. However Chambers is committed to making real changes happen not just at the Bar but within society in general. Chambers also recognises that it is incumbent upon them to reflect the society they serve and is actively seeking to make that a reality as diversity of membership brings diversity of thought and experience, which can only benefit Chambers.

## **4.8 What Chambers expects**

- 4.8.1 Chambers expects everyone to take personal responsibility for observing, upholding, promoting and applying this policy. Chambers culture is made in the day-to-day working interactions so creating the right environment is a responsibility that everyone shares.
- 4.8.2 Chambers expects everyone to treat their colleagues and third parties (including clients, suppliers, contractors, agency staff and consultants) fairly and with dignity, trust and respect. Sometimes, this may mean allowing for different views and viewpoints and making space for others to contribute.
- 4.8.3 By embedding such values and constructively challenging inappropriate comments or ways of working, everyone can help Chambers achieve and maintain a truly inclusive workplace culture.
- 4.8.4 No member of Chambers personnel or intern shall act in a manner which is directly or indirectly discriminatory on the grounds of age, disability, gender (including gender re-assignment), marriage and civil partnership status, pregnancy and maternity, race, religion or similar belief and sexual orientation.
- 4.8.5 Members must not, in their professional practice, discriminate directly or indirectly or otherwise victimise or harass any other person on the grounds set out in Point 1.5.
- 4.8.6 If any member of Chambers personnel or intern is found to have committed, authorised or condoned an act of discrimination, harassment, victimisation or bullying, Chambers will take action against them (for those to whom it applies) under our Disciplinary procedure.
- 4.8.7 Everyone should be aware that they can be personally liable for discrimination and harassment

## **5 DISCRIMINATION**

- 5.1 The Equality Act 2010 prohibits discrimination because of certain protected characteristics. These are:
  - disability;
  - sex;
  - gender reassignment;
  - marital or civil partnership status;
  - race;
  - religion or belief;
  - sexual orientation;
  - age; and
  - pregnancy or maternity.
- 5.2 Discrimination can be intentional or unintentional and may occur directly, indirectly, by association, or by perception (see Different types of discrimination under the Equality Act 2010).

- 5.3 There are also two specific types of discrimination that apply only to disability: "discrimination arising from disability" and "failing to make reasonable adjustments" (see Different types of discrimination under the Equality Act 2010).
- 5.4 Discrimination is not always obvious and can be subtle and unconscious. This stems from a person's general assumptions about the abilities, interests and characteristics of a particular group that influences how they treat those people (known as "unconscious bias"). Such assumptions or prejudices may cause them to apply requirements or conditions that put those in particular groups at a disadvantage. Examples include:
- steering employees into particular types of work on the basis of stereotypical assumptions without considering the particular attributes and abilities of individuals;
  - recruiting or promoting individuals into particular roles because of assumptions about the reactions or preferences of other employees or clients; and
  - using different standards for different groups of employees to judge performance.
- 5.5 Different types of discrimination under the Equality Act 2010
- Direct discrimination: Treating someone less favourably because of a protected characteristic compared with someone who does not have that characteristic (for example choosing not to recruit someone because they are disabled, and thinking they "wouldn't fit in" to the team).
  - Indirect discrimination: Where a policy, procedure or way of working that applies to everyone puts people with a particular protected characteristic at a disadvantage, compared with people who do not have that characteristic, unless there is a good reason to justify it. An example is introducing a requirement for all staff to finish work at 6pm. It is arguable that female employees, who statistically bear the larger share of childcare responsibilities could be at a disadvantage if the new working hours prevent them from collecting their children from school or nursery.
  - Associative discrimination: Treating someone less favourably because they are associated with someone who has a protected characteristic, for example because their partner is transgender. This may also include indirect associated discrimination, namely when an individual suffers the same detriment as another group of individual who have protected characteristic.
  - Discrimination by perception: Treating someone less favourably because they are perceived to have a protected characteristic even if they do not, for example choosing not to promote someone because you mistakenly perceive them to be gay.
  - Discrimination arising from disability: Treating someone unfavourably because of something connected with that person's disability and where such treatment is not justified. Examples include:
    - dismissing or failing to pay a bonus to someone because of their disability-related absence; or
    - disciplining someone for losing their temper where such loss of temper was out of character and was due to severe pain caused by them having cancer.
  - Failing to make reasonable adjustments: Employers are legally obliged to make reasonable adjustments to ensure that aspects of employment, or the employer's premises, do not put a

disabled person at a substantial disadvantage. Failing to comply with this duty is unlawful. Examples of reasonable adjustments might include:

- allocating some of the disabled person's duties to a colleague;
- changing their working hours or place of work;
- adjusting procedures for assessing job candidates; and
- modifying disciplinary and grievance procedures.

## **6. HARASSMENT AND SEXUAL HARASSMENT**

6.1 Harassment is unwanted conduct related to a protected characteristic that has the purpose or effect of:

- violating someone else's dignity; or
- creating an intimidating, hostile, degrading, humiliating or offensive environment for someone else.

6.2 Sexual harassment is:

- conduct of a sexual nature that has the purpose or effect of violating someone's dignity, or creating an intimidating, hostile, degrading, humiliating or offensive environment; and
- less favourable treatment related to sex or gender reassignment that occurs because of a rejection of, or submission to, sexual conduct.

6.3 Please refer to the Anti-harassment and anti-bullying policy for further information on the procedure for reporting harassment.

## **7. VICTIMISATION**

7.1 Victimisation is treating another person detrimentally either because that person has made a complaint of discrimination or harassment, or because they have supported someone else who has made such a complaint, for example by giving a witness statement that supports the allegations.

## **8. BULLYING**

8.1 There is no legal definition of bullying. However, Chambers regard it as conduct that is offensive, intimidating, malicious, insulting, or an abuse or misuse of power, and usually persistent, that has the effect of undermining, humiliating or injuring the recipient.

8.2 Bullying can be physical, verbal or non-verbal conduct. It is not necessarily face to face and can be done by email, phone calls, online or on social media. Bullying may occur at work or outside work.

8.3 If the bullying relates to a person's protected characteristic, it may also constitute harassment and, therefore, will be unlawful (see Harassment).

8.4 Please refer to our Anti-harassment and anti-bullying policy for further information on procedures for reporting bullying.

## **9 EQUALITY OF OPPORTUNITY**

### **9.1 Recruitment**

- 9.1.1 Chambers takes reasonable and appropriate steps to encourage job applications from as diverse a range of people as possible.
- 9.1.2 Anyone making a decision about recruitment must not discriminate in any way and must have attended appropriate diversity and inclusion training.
- 9.1.3 Every decision-maker should challenge themselves, and other members of the recruitment selection panel, to make sure that any stereotypes, unconscious bias or prejudice do not play any part in recruitment decisions.

## **9.2 Career development**

- 9.2.1 Any decision made relating to a person's promotion or career development must be free from discrimination.
- 9.2.2 Chambers ensures that selection criteria and processes for recruitment and promotion are reviewed on a regular basis so that there is no discriminatory impact on a certain group.

## **10 DISABILITY INCLUSION**

### **10.1 Talking about disability**

- 10.1.1 Chambers understands that some people find it hard to discuss their disabilities and that disability can be invisible.
- 10.1.2 Psychological safety, where people feel able to speak up about their experiences without fear of negative consequences, is paramount to ensuring disability inclusion.
- 10.1.3 However, this is only possible if people are treated with dignity, trust and respect and Chambers expects everyone to uphold these values.
- 10.1.4 Chambers does not tolerate ableist language. Ableist language is language that is negative, inappropriate or offensive towards people with a disability and may take the form of jokes or "banter". If anyone adopts such language, Chambers will take action against them (for those to whom it applies) under our Disciplinary procedure.

### **10.2 Reasonable adjustments**

- 10.2.1 If any member of Chambers personnel, intern or applicant has a disability, they do not have to tell Chambers. However, Chambers encourages them to disclose this so that they can be supported, for example by making reasonable adjustments to the premises or to aspects of the role, or to working practices.
- 10.2.2 If any member of Chambers personnel or intern is experiencing difficulties at work because of their disability, they are advised to contact their line manager or HR to discuss potential reasonable adjustments that may alleviate or minimise such difficulties. The Line Manager and or HR may need to discuss any needs with the individual and a medical adviser to help get the right support in place.
- 10.2.3 For colleagues who are returning from long-term disability-related absence, Chambers has return-to-work support available. For further information, please contact HR.

### **10.3 Support**

- 10.3.1 If any member of staff has a disability, or cares for someone with a disability, and needs emotional support or help with practical issues, they can contact our Employee Assistance Programme for free, confidential advice. Details can be requested from HR.

## **11 TRAINING**

- 11.1 Any individuals involved with making decisions about a person's employment must attend appropriate equality, diversity and inclusion training.
- 11.2 All new starters must attend equality, diversity and inclusion training as part of their onboarding programme.
- 11.3 Every current employee must attend regular equality, diversity and inclusion training on at least an annual basis.
- 11.4 Chambers expects every individual to proactively support the equality, diversity and inclusion initiatives by attending events and workshops organised by Chambers to educate themselves on the challenges faced by others and how to help alleviate these in the workplace.

## **12. MONITORING AND REVIEW**

- 12.1 Chambers analyse diversity and inclusion data (in compliance with data protection obligations and the Equality & Diversity Data Policy) on an ongoing basis to assess the impact of this policy and the Equality, Diversity and Inclusion Strategy.

## **13. ACTION PLAN**

- 13.1 Chambers will adopt and implement the following Action Plan in accordance with this Policy.
- 13.2 Appointment of E&D Officers
  - 13.2.1 In compliance with Rule rC110 of the BSB Handbook Chambers will appoint two Equality & Diversity Officers who will be responsible for the development, implementation and review of equality and diversity practices in Chambers and will report to the Executive Committee on such matters. At the date of this policy the Equality & Diversity Officers are Anisa Niaz-Dickinson and Helen Gardiner.
  - 13.2.2 In respect of matters relating to pupillage and the selection of tenants the E&D Officers may report to or otherwise consult with the Head of the Pupillage Committee and the Head of the Recruitment Committee from time-to-time or as and when required. For all other matters concerning equality and diversity the E&D Officers will report to the Executive Committee from time-to-time or as and when required.
  - 13.2.3 The E&D Officers will be responsible for ensuring the implementation of this Policy with such responsibility delegated to the Chambers Director, Chambers Compliance Manager, HR Business Partner and/or other such authorised persons of appropriate seniority within Chambers as may be required from time-to-time.
  - 13.2.4 The E&D Officers, together with the persons mentioned in 13.2.3 above, will be responsible for reviewing this Policy on an annual basis in line with the version control noted at the top of this document.
  - 13.2.5 The E&D Officers will be responsible for diversity data monitoring.
- 13.3 Recruitment – General
  - 13.3.1 Chambers commits to ensuring that selection and employment decisions are taken purely based on merit and suitability and without reference to irrelevant or discriminatory criteria.
  - 13.3.2 In all matters of recruitment, selection and monitoring, Chambers shall consider the provisions and the obligations set out in this Policy.

13.3.3 Members and managers who are involved in the recruitment process (including in short-listing, interviewing and selection) must ensure they are familiar with the provisions and obligations set out in this Policy and must seek guidance from the E&D Officers if they are unsure of their obligations.

#### 13.4 Recruitment – Mini-Pupils

13.4.1 Chambers is unable to offer mini-pupillages to all who apply. Chambers will endeavour to organise its mini-pupillage fairs in such a way as to ensure equality of opportunity, so far as is reasonably practicable, and at all times in line with requirements of this Policy.

#### 13.5 Recruitment – Pupils

13.5.1 Chambers operates with a Recruitment Committee who are responsible for the interview and selection process for incoming pupils.

13.5.2 Members of the Recruitment Committee are required to act in accordance with this Policy when making recruitment decisions.

13.5.3 Pupillage vacancies are advertised in line with the protocol set out by the Bar Council and Chambers will only offer places to pupils who have been through the approved route. Members of Chambers are not permitted to make private arrangements to take on pupils under any circumstances.

13.5.4 All candidates for pupillage are assessed and selected in a fair, open and non-discriminatory manner. Applicants are invited to submit their equality and diversity data to Chambers during the recruitment process however such data is used only for monitoring purposes and does not form part of the recruitment decision in any way.

13.5.5 Members of the Recruitment Committee are not privy to this data and applications submitted for their consideration are done so 'blind' with no reference to the applicant's individual characteristics.

13.5.6 Pupillage interviews are planned in advance and structured to ensure that each candidate is given the same opportunity to demonstrate their abilities by reference to each selection criterion.

13.5.7 References are only used to conduct a final check on the selected applicants. Referees will be asked provide references strictly in accordance with the selection criteria and to provide an objective assessment of the applicant.

13.5.8 Chambers will make and retain records of applicants for pupillage who have been rejected, and the reason for the rejection, and will retain these records in line with the Information & Records Management Policy in place in Chambers.

13.5.9 Anonymised statistical data may be retained for equality and diversity reporting purposes and made available to the E&D Officers.

#### 13.6 Recruitment – Members (Pupils)

13.6.1 Pupils who are candidates for tenancy will be informed at the beginning of their pupillage as to (i) when Chambers will identify vacancies for tenants and (ii) how pupils are assessed for selection to become members of Chambers.

13.6.2 The Recruitment Committee together with the nominated Pupil Supervisors are responsible for the assessment of pupils throughout their pupillage and are required to use a wide range

of sources and relevant criteria when assessing a pupil for tenancy. Such sources may include but not be limited to records of formal assessments, assessments by members for whom the pupils have carried out work, assessments from Pupil Supervisors and feedback from instructing solicitors and feedback from the section where the pupil carried out their pupillage.

13.6.3 Chambers seeks to identify the ability and potential of its pupils with clear objectivity and will not include non-relevant criteria in the decision-making process such as subjective loyalties or favouritisms, subjective dislikes and/or personal prejudice whether it be conscious or indirect.

13.6.4 The suitability of each pupil for tenancy shall be formally assessed by the Recruitment Committee in conjunction with the Pupil Supervisors. Reports on each pupil making recommendations to Chambers are provided.

13.6.5 The election of pupils to members of Chambers shall be done in accordance with the procedure set out in the Chambers Constitution.

### 13.7 Recruitment – Members (Non-Established)

13.7.1 Chambers will generally seek to recruit members from its own pupils however from time-to-time it may opt to recruit a new member from outside of the pupillage candidate group. Such persons are likely not to have previously practised at the Bar and have conducted pupillage at another set of chambers.

13.7.2 In such circumstances the selection decision making process will largely follow that set out above and will be subject to the provisions set out in this Policy.

### 13.8 Recruitment – Members (Established)

13.8.1 Chambers may, from time-to-time opt to laterally recruit established practitioners from other chambers. In such circumstances the selection and decision-making process will be subject to the provisions set out in this Policy.

13.8.2 Whilst in such circumstances it is unlikely that a vacancy will be advertised, Chambers nevertheless commits to ensuring that the selection and recruitment process is free from any discriminatory criteria.

### 13.9 Recruitment – Staff

13.9.1 All vacancies for staff shall be advertised, save where it may be appropriate not to require advertisement depending on the role and the nature of the hire.

13.9.2 Prospective candidates shall be made aware of the provisions set out in this Policy.

13.9.3 Where Chambers uses an employment or recruitment agency the agency must operate with an Equality & Diversity Policy which adopts the same (or no less stringent) equality and diversity protocols.

13.9.4 Prospective candidates are invited to provide their equality and diversity data for monitoring purposes. This data is used for the purpose of monitoring equality and diversity within the recruitment process and is not available to or otherwise used by anyone else involved in the recruitment decision.

13.9.5 Relevant selection criteria for the advertised vacancy shall be determined in advance of the recruitment process.

- 13.9.6 Any Member of Chambers or Manager involved in the recruitment process shall be made aware of their obligations under this Policy.
- 13.9.7 Interviewing prospective candidates shall be carried out in accordance with this Policy. Two people must be present at the interview to ensure objectiveness.
- 13.9.8 Chambers will make and retain records of applicants who have been rejected, and the reason for the rejection, and will retain these records in line with the Data Retention & Records Management Policy in place in Chambers.
- 13.10 Recruiting people with a disability
- 13.10.1 The recruitment team will consider disability in advance of a recruitment campaign so that advertising, application forms and assessments, arrangements for interviews, job descriptions and employee specifications, and selection criteria are appropriate and as inclusive as possible.
- 13.10.2 The recruitment team will ask applicants at the outset if they require any reasonable adjustments to be made to the recruitment process. These may include ensuring easy access to the premises for an interview/adapting psychometric tests/replacing psychometric tests with an alternative option/providing an alternative to a telephone interview for a deaf candidate/providing a suitable chair for an interview with a candidate suffering from back problems to name a few examples.
- 13.10.3 Anyone involved in the interview process must not ask job applicants about their health or disability except with prior approval from HR. Such approval is given only in exceptional circumstances and where there are specific legal grounds for doing so.

#### **14. FAIR ALLOCATION OF WORK**

- 14.1 All staff in Chambers concerned or involved in any way with the allocation of work to members and pupils must comply with the Fair Allocation of Work Policy.
- 14.2 Chambers is committed to the equal distribution of work to all members and pupils and to ensure that such distribution of work is carried out in a manner that is fair to all and without discrimination.
- 14.3 For the avoidance of doubt, Chambers' personnel will not accede to discriminatory instructions from professional clients. Members may only be selected on the basis of the skills and experience required for a particular case and in the case of pupils, if it is appropriate to do so to give them exposure to the right type of work in their second six pupillage.
- 14.4 Monitoring of Fair Allocation of Work is conducted on a quarterly basis and is reported on by the Chambers Compliance Manager. The report is compiled and based on new cases and total work billed for each quarter period. A comparative review is undertaken based on seniority and using the aforementioned criteria. Additional considerations are taken into account on a case-by-case basis such as whether a member is part-time, the nature of their practice and the nature of the cases/area of law they practise in. The report is reviewed by the Chambers EDO before being submitted for review by the Executive Committee as part of the standing agenda.

## **15. MARKETING**

- 15.1 Chambers will seek to ensure that, insofar as is practicable, members and working pupils will be marketed on an equal opportunities and non-discriminatory basis. Marketing and networking activities are therefore organised and, where practicable, planned in advance to ensure that over a reasonable amount of time all working pupils and members have equal opportunity to be involved should they wish.
- 15.2 Members and pupils are encouraged to take part in Chambers led marketing initiatives. Marketing strategies (including notification of upcoming events) are included as a standing item on section meeting agendas thus affording those in the section the opportunity to become involved in certain events and/or propose ideas for events which they believe would be of benefit to their practice, the wider section and/or Chambers.
- 15.3 Marketing activity takes many forms however, generally speaking, members and pupils will be invited to attend and/or participate in seminars, lectures, industry events and networking events, to contribute articles or thought pieces for professional publications and/or to become involved in professional organisations connected with their area of practice.

## **16. PRACTICE DEVELOPMENT**

- 16.1 Chambers is committed to ensuring that members and pupils are afforded the opportunity to develop their practices in a fair and equal manner. The Chief Clerks and Senior Clerks are responsible for holding regular practice meetings with their members where members are encouraged to discuss their career development, challenges and preferences for developing their practice.
- 16.2 The Pupillage Committee and/or the Pupil Supervisors as may be appropriate will arrange for regular feedback sessions for pupils (usually held once every 3 months) to discuss their progress.

## **17. MATERNITY, PATERNITY AND PARENTAL LEAVE**

- 17.1 Chambers maintains up-to-date policies in respect of arrangements for maternity and paternity and these can be found on the Shared Drive (for staff) and within the Constitution (for members).

## **18. MONITORING EQUALITY & DIVERSITY DATA**

- 18.1 Chambers complies with its obligations under Rule rC110 of the BSB Handbook which requires it to collect and process Diversity Data and to publish an anonymous summary on its website every 3 (three) years. Individuals have the opportunity to provide their Diversity Data in order for Chambers to publish an anonymous summary of such data. This provides transparency concerning recruitment and employment activities across Chambers and analysis of Diversity Data encourages a diverse and effective legal profession.
- 18.2 Overall responsibility for this process sits with the E&D Officers who have also been appointed to act as Data Diversity Officers for the purposes of Rule rC110.
- 18.3 The gathering and publication of such data is done in accordance with this Policy and the Equality & Diversity Data Policy.
- 18.4 At the date of this Policy, Chambers has published its most up-to-date E&D data on its website which can be viewed here: <https://www.kingschambers.com/about-us/diversity>

## **19. COMPLAINTS AND GRIEVANCES**

19.1 Chambers operates a Grievance policy for both employed personnel and members which should be referred to for full details.